



## Multi-Media Operator Volunteer Role and Responsibilities

At The King's Church, Wisbech our vision is: 'That we may present everyone mature in Christ' – by Loving Jesus, Building Relationships and Serving our Community.

By volunteering to be part of the Multi-Media Team you are playing a part in making this a reality in your life as well as in the lives of others. The Multi-Media Team exists to enhance our gathered worship by supporting the Congregation, Band and the Service Leaders with projected words and videos, therefore helping all in the congregation to participate more fully in our gathered times of worship.

Serving as a volunteer not only helps others, but it also helps you and your discipleship. 'Serving our Community' is one of the three core pillars of our vision and all three should be in place in your life in order for you to grow in maturity in Christ. So thank you for taking this step and we pray it will be a real benefit to your spiritual growth too. Your help is greatly appreciated.

### **Key Leader:**

Multi-Media Volunteers report directly to Verity McChlery

**Volunteer Role Title:** Multi-Media Volunteer

**Preparation time required for this role:** Training (1hour) and ongoing if needed

**Frequency:** as per rota, but ideally once or maybe twice a month

### **General Role Description:**

As a member of the multi-media team you will be expected to:

- Listen to and respect the Overseers, Deacons and Band Leaders.
- Work as part of a team, compromising when necessary.
- Agree with the church's statement of belief (See the 'What We Believe' leaflet).
- Learn the songs beforehand, noting song structure and other transitions.
- Learn how to set up, operate and pack away the multi-media equipment.
- Become familiar with using the Easy Worship, Powerpoint, Music Player and other computer programmes necessary.
- Set up and use a camcorder.
- Have a long attention span and be able to focus on the task at hand being aware of what is happening in the service at all times.
- Be forward thinking and move to the next slide just before the words are needed.
- Be sensitive to the spiritual dimensions of the service and make sure that the images on the screen do not interfere with this, but rather enhance it.

- Identify and resolve potential problems before they occur, without disrupting the service.
- Recommend repairs or new equipment to be bought to your team leader. These must be necessary and vital for the church (no unnecessary equipment).
- Be a lifelong learner (who will practise and seek further improvement of skills).
- Have access to email that is checked regularly.
- Inform the Key Leader (above) if you are unable to attend a service you are on the rota for.
- Arrive early at church to set up before the service (i.e. at 9:30am).
- Complete safeguarding and health and safety training once a year. If you cannot attend the date given this can be conducted virtually at home at your convenience.
- Be aware of The King's Church, Wisbech's health and safety policy and implement it.
- Be aware that safeguarding is everyone's responsibility. If you see or hear anything that concerns you whether it be regarding a vulnerable person or not, you must notify a leader preferably using a 'logging a concern' form which can be found in the church cupboard or on the church website.